

ROYAL CANADIAN MOUNTED POLICE

"C" Division

Montreal, Quebec.

"SPECIAL EMERGENCY ORDER" (I.S.R.)

MEMBER I/C RECEPTION CENTRE,
RCMP - "C" DIVISION
MONTREAL POST

1. Upon receipt of these instructions, you will maintain complete security and brief your staff in this respect. The instructions hereunder cannot cover all possibilities and should be given a liberal interpretation by yourself. You will be sufficiently close to Divisional Headquarters that where doubt exists, this may be clarified immediately.
2. You will find the Reception Centre Plan which has been formulated in agreement with Quebec Command of the Canadian Army, "The Canadian Army - RCMP Agreement", in the custody of the N.C.O. i/c Emergency Planning. This plan should be perused by you immediately since it outlines physical security measures to be adopted at the Reception Centre and distribution of persons under detention, both male and female. After perusing this plan you should communicate with Quebec Command to secure the name of your opposite number in this operation. You will then proceed with Army and assist in any way in the matter of procurement of the premises which is an Army responsibility.
3. All persons occupying the premises will have to be evacuated as soon as possible so that protective measures can be taken and detained persons admitted if possible within 24 hours of "X Hours". The latter shall be made known to you by the Commanding Officer and denotes the time which the operation begins. You will secure necessary manpower from the Member i/c Muster & Despatch at Divisional Headquarters, as soon as this becomes available. You will check physical security arrangements made by the Canadian Army with respect to barbed wire, etc., which will be set up on an emergency basis through use of "Concertina" for perimeter fencing.
4. You will secure through the Member i/c Operations and your own initiative sufficient manpower to operate one (1) "processing line". This line should be arranged in such a way that persons transferred from temporary reception centres to your Reception Centre will be medically examined as to disease or injury, then photographed, after which they will be fingerprinted. At the end of the line, a clerk should be set up to record full information concerning

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each person, such as description, next of kin, origin and so forth. You will make arrangements to keep records of the individuals known as "objectors" so that facilities may be provided to them as soon as conveniently possible in order that they make their objections in writing, addressed to the Minister of Justice. These letters of objection to detention are to be forwarded to the Minister of Justice or other authorities delegated in his place. At this Reception Centre, allocation of quarters should be arranged and noted on the record for each individual case. At this time a note should also be made of what baggage the detainee has and space allocated for storage of such kit. According to planning, where children cannot be left with friends or relatives, there is a possibility they will have to accompany their parents temporarily into detention until such time as arrangements can be perfected in each case. For your guidance, boys under the age of 12 yrs and girls under 16 yrs should remain with the female parent. Boys above the age of 12 yrs and under 16 yrs should remain with the male parent. In the case of parents, widowed, separated or divorced, all children will accompany the father or mother. Males and females will, of course, be segregated in accordance with the Reception Centre Plan.

5. You will set up in the basement or other suitable place a "kit storage depot" where personal belongings will be stored. Each detained person will be permitted to take to their quarters small items for immediate use, everything else being left with their kit. A suitable entry should be made of all personal belongings. All money and valuables should be surrendered and listed, the detained person to acknowledge entries.

6. Army will be supplying all victuals. It may not be possible, however, for Army to set up complete culinary facilities immediately and, therefore, temporary catering on an emergency basis may have to be arranged through outside caterers. If this has to be resorted to, it must be clearly understood no personnel of such outside caterers may be allowed behind the wire and all food supplies to be closely inspected.

7. You will request from the Member I/c Operations a fixed type FM radio transmitter, if there is one available, in order that you will be in continuous touch with Division Headquarters regardless of telephone circuits.

8. You will obtain from the N.C.O. I/c Emergency Planning, a list of persons which has been prepared by Headquarters for staffing of Reception Centres. These persons should be called up as soon as possible to replace the regular divisional personnel whom you will be employing during the initial stages.

9. The above instructions, together with the Reception Centre Plan will furnish you sufficient guidance to begin operations. You will appreciate that all persons

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detained must be held incommunicado until instructions to the contrary are issued. In due course you will be furnished with copies of Internment Camp Regulations and other material for your further guidance. It is not wished at this time to hamper your immediate action by too much reading, hence, this will be held in abeyance. You will, however, within the first week, request further material be supplied to you. For reference, this material is contained in the R.C.M.P. War Book, also in the possession of the N.C.O. i/c Emergency Planning Branch.

Commanding Officer "C" Division